

DEPARTMENT OF BENEFIT PAYMENTS
744 P Street, Sacramento, CA 95814
(916) 445-0686



February 11, 1976

ALL-COUNTY LETTER NO. 76-25

TO: ALL COUNTY WELFARE DIRECTORS
ALL COUNTY AUDITOR-CONTROLLERS
ALL COUNTY WELFARE FISCAL OFFICER
STATE FILE - ESTIMATE

SUBJECT: PRIOR YEAR AND PRIOR QUARTER ADJUSTMENTS OF COUNTY ADMINISTRATIVE
ADVANCE CLAIMS


REFERENCE:

At the present time there are two separate records being kept for the advanced Administration funds; one for the amount advanced and the other for the cash claims on prior year and prior quarter. A new procedure has been developed to eliminate the latter set of ledgers and the related paper work. The new procedure will also expedite the processing of negative claims.

Therefore, beginning with the December 1975 quarter those adjustments that were previously made by cash claim for prior year and prior quarter will be made with the monthly advance. All adjustments by this new procedure will be itemized on the Statement of Cash Advances (Form AA-190) at the end of each quarter.

If additional information is needed, please contact Bob Lyon of my staff at (916) 445-0686.

Sincerely,


GARY G. ADAMS
Deputy Director

cc: CWDA